



**STATEMENT OF PROCEEDINGS
FOR THE SPECIAL MEETING OF THE
LOS ANGELES COUNTY AUDIT COMMITTEE**

**KENNETH HAHN HALL OF ADMINISTRATION
500 WEST TEMPLE STREET, ROOM 525
LOS ANGELES, CALIFORNIA 90012**

Wednesday, August 1, 2012

10:30 AM

AUDIO LINK FOR THE ENTIRE MEETING. (12-3906)

Attachments: [AUDIO](#)

Present: Member Sylvia Drew-Ivie, Member Lisa Mandel and Member Michelle Vega

Excused: Chair Genie Chough, Vice Chair Dorinne Jordan, Member Louisa Ollague, Member Carl Gallucci and Member Lori Glasgow

Call to Order. (12-1397)

Lisa Mandel called the meeting to order at 10:45 a.m. and introduced Michelle Vega as the new member representing the Fifth District.

I. ADMINISTRATIVE MATTER

1. Approval of the March 7, 2012 meeting minutes. (12-2359)

On motion of Sylvia Drew Ivie, seconded by Michelle Vega, this item was approved.

Attachments: [SUPPORTING DOCUMENT](#)

II. OLD BUSINESS

2. Fiscal Review of Personal Involvement Center, Incorporated - A Foster Family Agency Foster Care Contractor (Continued from meetings of 3/2/11, 6/1/11, 9/21/11, 11/2/11, 2/1/12 and 3/7/12). (11-0427)

On motion of Sylvia Drew Ivie, seconded by Michelle Vega, this item was received and filed.

Attachments: [SUPPORTING DOCUMENT - AC REPORT](#)

3. Children Are Our Future Review - A Group Home Foster Care Contractor (Continued from meetings of 6/1/11, 9/21/11, 11/2/11, 2/1/12 and 3/7/12). (11-2369)

Latisha Thompson, Department of Children and Family Services (DCFS), reported the agency went through bankruptcy and that \$5,000, of the \$22,000 being paid monthly, is going to DCFS.

On motion of Sylvia Drew Ivie, seconded by Michelle Vega, this item was received and filed.

Attachments: [SUPPORTING DOCUMENT - AC REPORT](#)
[SUPPORTING DOCUMENT - DCFS REPORT](#)
[SUPPORTING DOCUMENT - PROB REPORT](#)

4. Inner Circle Foster Family Agency - A Foster Family Agency Foster Care Contractor - Fiscal Review (7/11/11) (Continued from meetings of 9/21/11, 11/2/11, 2/1/12 and 3/7/12). (11-3691)

Latisha Thompson, DCFS, stated that agency officials, present at the March 12, 2012 court hearing, provided an impact statement and reported a 20% paycut implementation for all staff. Ms. Thompson also stated that the employee involved in the embezzlement charges was sentenced to 3 1/2 years in jail, 3 years of probation and restitution in the amount of \$100 a month.

On motion of Sylvia Drew Ivie, seconded by Michelle Vega, this item was received and filed.

Attachments: [SUPPORTING DOCUMENT - AC REPORT](#)

5. Trinity Youth Services, Sites: El Monte, Apple Valley, Yucaipa, and Norco, Contract Compliance Monitoring Reviews (9/30/11) (Continued from meeting of 11/2/11, 2/1/12 and 3/7/12). (11-4653)

Michael McWatters, Auditor-Controller reported that the review consisted of two parts; a review of loans to other parties and a fiscal review. Mr. McWatters stated that the fiscal review was held up after the agency alleged they received approximately \$270,000 in private donations for the program. This amount offset the question costs reducing the amount owed to the County.

By Common Consent, there being no objection, this item was continued to the next meeting to allow Mr. McWatters to prepare a draft report of the findings.

Attachments: [SUPPORTING DOCUMENT - PROB REPORT](#)

6. Murrell's Farm and Boys Home Contract Compliance Monitoring Review (9/27/11) (Continued from meeting of 2/1/12 and 3/7/12). (11-5058)

Karen Richardson, DCFS, stated that in a visit made in February of 2012 they found that 10 of the 13 findings, discovered in 2011, were corrected. Issues with the conditions of the home and the following citations with Community Care Licensing (CCL) were determined:

- **Failing to document a child not receiving medication timely**
- **Physical abuse of a child**
- **Food fight with no intervention by staff**
- **Out of compliance with staff/child ratio**

Ms. Richardson added that DCFS will continue to work with the agency to ensure that they follow the Corrective Action Plan (CAP) put in place by CCL. The next site visit is schedule for December of 2012.

Robert Campbell, Auditor-Controller, reported that due to the lack of progress with implementing the recommendations, the fiscal review has been discontinued. Sandra Gomez-Diaz, Auditor-Controller, added that findings, from a past review and an independent audit, concluded that the agency lacked supporting documentation for cash withdraws. Mr. Campbell will email the previous report to all members.

DCFS staff was asked to report back to the Committee, within a week, with the number of children placed by the agency at the homes and also to report back within one month, with a protocol to be followed by DCFS when being notified of the lack of progress by agencies, with regard to major fiscal integrity issues.

By Common Consent, there being no objection, this item was continued to the next meeting.

Attachments: [SUPPORTING DOCUMENT - DCFS REPORT](#)

7. Little People's World, Inc. - A Group Home Foster Care Contract Provider - Fiscal Review (12/6/11) (Continued from meeting of 2/1/12 and 3/7/12). (12-0165)

Sylvia Drew Ivie asked that County Counsel prepare an initial draft letter reflecting needed elements and allow Department of Children and Family Services to finalize it.

Lisa Mandel asked that a copy of the draft letter be submitted to the Committee in two weeks.

By Common Consent, there being no objection, this item was continued to the next meeting.

Attachments: [SUPPORTING DOCUMENT - AC REPORT](#)
[SUPPORTING DOCUMENT - DCFS REPORT](#)

- 8.** Wings of Refuge Family Services Agency - A Foster Family Agency Contract Provider - Fiscal Review (12/19/11) (Continued from meeting of 2/1/12 and 3/7/12). (12-0162)

Latisha Thompson, DCFS, reported that several meetings have been conducted with the agency to discuss the \$2.2 million owed and an Operational Corrective Action Plan has been provided.

Karen Richardson, DCFS, reported that a full compliance review will be conducted this month and was asked to provide the Committee with a total count of the children placed at the home by the next Audit Committee meeting.

Discussion ensued about different possibilities to help agencies that are struggling with correction plans and that lack a strong fiscal oversight.

Karen Richardson, DCFS, stated that a report will be presented to the Committee as soon as the review is finalized.

By Common Consent, there being no objection, this item was received and filed.

Attachments: [SUPPORTING DOCUMENT - AC REPORT](#)

III. REPORTS

- 9.** Hillside Group Home Program Contract Compliance Monitoring Review (3/07/12). (12-2358)

Karen Richardson, DCFS, stated that findings from FY 2011-12 are being used to prioritize concerns for the current Fiscal Year. Ms. Richardson added that the next review of the agency is scheduled for January of 2013

As requested by Michelle Vega, childhood obesity programs will be discussed at a forum that will be conducted between DCFS and the providers in December.

On motion of Michelle Vega, seconded by Lisa Mandel, this item was received and filed.

Attachments: [SUPPORTING DOCUMENT - DCFS REPORT](#)

10. Childnet Youth and Family Services - A Department of Mental Health Services and Department of Children and Family Services Provider - Contract Compliance Review (3/19/12). (12-1271)

On motion of Sylvia Drew Ivie, seconded by Michelle Vega, this item was received and filed.

Attachments: [SUPPORTING DOCUMENT - AC REPORT](#)

11. Diakonia, Inc. - A Group Home Foster Care Contract Provider. (12-1299)

On motion of Sylvia Drew Ivie, seconded by Michelle Vega, this item was received and filed.

Attachments: [SUPPORTING DOCUMENT - AC REPORT](#)
[SUPPORTING DOCUMENT - DCFS REPORT](#)

12. O'Conner & Atkins Group Home Program Contract Compliance Monitoring Review (3/15/12). (12-1329)

On motion of Sylvia Drew Ivie, seconded by Michelle Vega, this item was received and filed.

Attachments: [SUPPORTING DOCUMENT - DCFS REPORT](#)

13. Fred Jefferson Memorial Home for Boys Group Home Program Contract Compliance Monitoring Review (4/25/12). (12-2356)

Karen Richardson, DCFS, reported on improvements made by the agency and new issues that were identified after a visit in April of 2012. Ms. Richardson added that oversight of staff and documentation for the work that is being done is needed.

By Common Consent, there being no objection, this item was received and filed.

Attachments: [SUPPORTING DOCUMENT - DCFS REPORT](#)

14. South Bay Bright Future Group Home Contract Compliance Monitoring Review Report (4/26/12). (12-2354)

On motion of Sylvia Drew Ivie, seconded by Michelle Vega, this item was received and filed.

Attachments: [SUPPORTING DOCUMENT - DCFS REPORT](#)

15. David and Margaret Group Home Contract Compliance Monitoring Review (5/1/12). (12-2352)

Lisa Mandel expressed concern about issues with the Needs and Services Plan (NSP) and the Special Incident Reports (SIR).

Karen Richardson, DCFS, reported that part of the problem with the SIRs was due to programming of the system, but the issue has been corrected. Ms. Richardson added that positive changes from the NSPs are expected as a result of training conducted in January of 2012. The next visit is scheduled for September of 2012.

Sylvia Drew Ivie asked that DCFS and Department of Public Health (DPH) arrange a meeting to discuss possible guidelines for meals and snacks in foster homes. Karen Richardson, DCFS, was asked to notify the Audit Committee of the date when the meeting with DPH will take place and future updates with SIR issues.

By Common Consent, there being no objection, this item was received and filed.

Attachments: [SUPPORTING DOCUMENT - DCFS REPORT](#)

16. Junior Blind of America Group Home Contract Compliance Monitoring Review (5/2/12). (12-2350)

On motion of Sylvia Drew Ivie, seconded by Michelle Vega, this item was received and filed.

Attachments: [SUPPORTING DOCUMENT - DCFS REPORT](#)

17. Teens Happy Home Group Home Contract Compliance Monitoring Review (5/4/12). (12-3463)

Karen Richardson, DCFS, stated that a review of the Foster Family Agencies (FFA) was conducted in May of 2012 and a report is being finalized and will be presented at the next Audit Committee meeting.

By Common Consent, there being no objection, this item was received and filed.

Attachments: [SUPPORTING DOCUMENT - DCFS REPORT](#)

18. Turmont Home for Boys and Girls - A Group Home Foster Care Contract Provider. (12-2286)

Latisha Thompson, DCFS, reported that the agency was referred to Treasurer and Tax Collector (TTC) and they are currently making payments. The last payment received was for the sum of \$4,243. Ms. Thompson was asked to notify Audit Committee members if the repayments include the overpayments made by DCFS.

Lisa Mandel asked that a count of the youth and the yearly contract amount for every agency be part of what is presented at every future Audit Committee meeting.

By Common Consent, there being no objection, this item was received and filed.

Attachments: [SUPPORTING DOCUMENT - AC REPORT](#)
[SUPPORTING DOCUMENT - DCFS REPORT](#)

19. Deliann-Lucile Corporation - A Group Home Foster Care Contract Provider - Fiscal Review (5/9/12). (12-2287)

On motion of Sylvia Drew Ivie, seconded by Michelle Vega, this item was received and filed.

Attachments: [SUPPORTING DOCUMENT - AC REPORT](#)

20. Probation Department Juvenile Camps - Department of Justice Settlement Agreement Monitoring for December 1, 2011 through February 29, 2012 - Fifth Status Report (5/9/12). (12-2288)

On motion of Sylvia Drew Ivie, seconded by Michelle Vega, this item was received and filed.

Attachments: [SUPPORTING DOCUMENT - AC REPORT](#)

21. The Children's Center of the Antelope Valley - A Department of Mental Health and Department of Children and Family Services Contract Service Provider - Contract Compliance Review (5/9/12). (12-2289)

On motion of Sylvia Drew Ivie, seconded by Michelle Vega, this item was received and filed.

Attachments: [SUPPORTING DOCUMENT - AC REPORT](#)

22. Institute for Black Parenting, Inc. - A Foster Family Agency Foster Care Contract Provider - Fiscal Review (5/9/12). (12-2290)

On motion of Sylvia Drew Ivie, seconded by Michelle Vega, this item was received and filed.

Attachments: [SUPPORTING DOCUMENT - AC REPORT](#)

23. Dangerfield Institute of Urban Problems - A Foster Family Agency and Group Home Foster Care Contract Provider. (12-2802)

Latisha Thompson, DCFS, stated that they received the agency's fiscal corrective action plan. They were referred to the Treasurer and Tax Collector (TTC) and are current on their repayment agreement.

Karen Richardson, DCFS, reported that 15 findings were discovered and a new review began in June of 2012.

By Common Consent, there being no objection, this item was received and filed.

Attachments: [SUPPORTING DOCUMENT - AC REPORT](#)
[SUPPORTING DOCUMENT - DCFS REPORT](#)

24. Casa Editha Foundation dba Ava Lyn's Group Home - A Group Home Foster Care Contract Provider. (12-3301)

On motion of Sylvia Drew Ivie, seconded by Michelle Vega, this item was received and filed.

Attachments: [SUPPORTING DOCUMENT - AC REPORT](#)
[SUPPORTING DOCUMENT - DCFS REPORT](#)

25. McKinley Children's Center Group Home Contract Compliance Monitoring Review (5/14/12). (12-3464)

On motion of Sylvia Drew Ivie, seconded by Michelle Vega, this item was received and filed.

Attachments: [SUPPORTING DOCUMENT - DCFS REPORT](#)

26. Mozell Pennington Group Home Contract Compliance Monitoring Review (5/22/12). (12-3465)

On motion of Sylvia Drew Ivie, seconded by Michelle Vega, this item was received and filed.

Attachments: [SUPPORTING DOCUMENT - DCFS REPORT](#)

-
27. Fleming and Barnes d.b.a. Dimondale Adolescent Care Facility Group Home Contract Compliance Monitoring Review (5/30/12). (12-3466)

On motion of Sylvia Drew Ivie, seconded by Michelle Vega, this item was received and filed.

Attachments: [SUPPORTING DOCUMENT - DCFS REPORT](#)

28. Bayfront Youth and Family Services Group Home Contract Compliance Monitoring Review (6/12/12). (12-3468)

On motion of Sylvia Drew Ivie, seconded by Michelle Vega, this item was received and filed.

Attachments: [SUPPORTING DOCUMENT - DCFS REPORT](#)

29. Careprovider Children and Family Services Group Home Contract Compliance Monitoring Review (6/13/12). (12-3469)

On motion of Sylvia Drew Ivie, seconded by Michelle Vega, this item was received and filed.

Attachments: [SUPPORTING DOCUMENT - DCFS REPORT](#)

30. Luvlee's Residential Care, Inc., d.b.a. New Dawn Group Home Program Contract Compliance Monitoring Review (6/13/12). (12-3470)

On motion of Sylvia Drew Ivie, seconded by Michelle Vega, this item was received and filed.

Attachments: [SUPPORTING DOCUMENT - DCFS REPORT](#)

31. Project Six Group Home Contract Compliance Monitoring Review (6/13/12). (12-3471)

On motion of Sylvia Drew Ivie, seconded by Michelle Vega, this item was received and filed.

Attachments: [SUPPORTING DOCUMENT - DCFS REPORT](#)

32. Star View Adolescent Center Community Treatment Facility Contract Compliance Monitoring Review (6/13/12). (12-3472)

On motion of Sylvia Drew Ivie, seconded by Michelle Vega, this item was received and filed.

Attachments: [SUPPORTING DOCUMENT - DCFS REPORT](#)

33. Fields Comprehensive Youth Services Contract Compliance Monitoring Review (6/19/12). (12-3467)

On motion of Sylvia Drew Ivie, seconded by Michelle Vega, this item was received and filed.

Attachments: [SUPPORTING DOCUMENT - DCFS REPORT](#)

34. St. Anne's Maternity Group Home Contract Compliance Monitoring Review (6/19/12). (12-3473)

On motion of Sylvia Drew Ivie, seconded by Michelle Vega, this item was received and filed.

Attachments: [SUPPORTING DOCUMENT - DCFS REPORT](#)

35. Boys Town of California, Inc., Group Home Contract Compliance Monitoring Review (6/26/12). (12-3474)

On motion of Sylvia Drew Ivie, seconded by Michelle Vega, this item was received and filed.

Attachments: [SUPPORTING DOCUMENT - DCFS REPORT](#)

36. Mary's Shelter Group Home Contract Compliance Monitoring Review (6/27/12). (12-3475)

On motion of Sylvia Drew Ivie, seconded by Michelle Vega, this item was received and filed.

Attachments: [SUPPORTING DOCUMENT - DCFS REPORT](#)

37. The Dream Catcher Foundation, Inc., Group Home Contract Compliance Monitoring Review (6/27/12). (12-3476)

On motion of Sylvia Drew Ivie, seconded by Michelle Vega, this item was received and filed.

Attachments: [SUPPORTING DOCUMENT - DCFS REPORT](#)

38. New Roads School - A Probation Department Enhanced Education Services Program Provider - Contract Compliance Review - January to September 2011 (7/10/12). (12-3270)

On motion of Sylvia Drew Ivie, seconded by Michelle Vega, this item was received and filed.

Attachments: [SUPPORTING DOCUMENT](#)

-
39. Shields for Families - A Department of Mental Health and Department of Children and Family Services Provider - Contract Compliance Review - Fiscal Years 2010-11 and 2011-12 (7/10/12). (12-3297)

Bryan Mershon, DMH, reported that the agency has initiated documentation training for staff and supervisors, in order to correct the clinical documentation findings.

Aggie Alonso, Auditor-Controller, reported that the majority of the contracts reflecting fiscal problems are with Department of Mental Health.

As requested by Sylvia Drew Ivie, Mr. Mershon was asked to determine if the agency has sufficiently trained mental health workers.

On motion of Sylvia Drew Ivie, and by Common Consent, there being no objection, this item was continued to next meeting.

Attachments: [SUPPORTING DOCUMENT](#)

IV. DISCUSSIONS

40. Status of potential for developing protocols for issues of financial viability. (12-2348)

Lisa Mandel reported that a draft with everyone's feed back and suggestions, received after the financial viability meeting, will be distributed within one week. A meeting will be scheduled to review the input received in one month.

41. Status of Finalization and Issuance of the Auditor-Controller Accounting and Contract Administration Handbook (as requested at the meeting of 2/1/12). (12-0647)

Michael McWatters, Auditor-Controller, reported that the Contract Administration Handbook is now accessible at the Intranet website.

42. Probation Group Home Monitoring Report. (12-0967)

Lisa Campbell-Motton, Probation Department, stated that six reports are posted on-line and all 23 reports are expected to be posted on the website by the end of August 2012. Ms. Campbell-Motton added that Probation monitors and DCFS monitors will conduct a training on Tuesday, August 7, 2012. Three group homes have started testing the revised Needs and Services Plan (NSP).

A surprise visit to Rite for Passage revealed a boot camp setting with ex-military staff members and issues with frustration displayed by staff. Three Counties and the State of Minnesota removed their kids from Rite of Passage and Los Angeles County is in the process of removing 17 kids.

Ms. Campbell-Motton also reported that a review of Ettie Lee Homes Inc. also exposed many problems.

V. MISCELLANEOUS

- 43.** Matters not on the posted agenda (to be Presented and Placed on the Agenda of a Future Meeting). (12-2294)

There were no matters presented.

- 44.** Public Comment. (12-2295)

No member of the public addressed the Committee.

- 45.** Adjournment. (12-2296)

There being no further business to discuss, the meeting adjourned at 11:55 a.m.